



Large Agency Transition Timeline

6/02/04	SLD Orientation
6/09/04	Kickoff
6/25/04	Begin Agency VITA Onsite Workshops
6/30/04	Agency Feedback Session
7/01/04	Asset Inventory System Available for Uploads
7/15/04	HR Spreadsheet due (Baseline) and Contracts Spreadsheet & all electronic or paper contracts due (Baseline)
7/21/04	Wave 1 – HR Town Hall
8/04/04	LATT SLD Meeting and Agency Integration Roundtable (AIR) Meeting
8/16/04	Wave 1 – HR Onboarding: Employee Paperwork Due
8/18/04	Wave 2 – HR Town Hall
8/23/04	Wave 1 – Final Deliverables Due *
9/02/04	Wave 2 – HR Onboarding: Employee Paperwork Due
9/09/04	Wave 3 – HR Town Hall
9/20/04	Wave 2 – Final Deliverables Due *
9/25/04	Wave 1 – Effective Date of Transition
9/27/04	Wave 3 – HR Onboarding: Employee Paperwork Due
10/01/04	Wave 1 – General Assembly Approval
10/18/04	Wave 3 – Final Deliverables Due *
10/25/04	Wave 2 – Effective Date of Transition
10/27/04	LATT SLD Meeting and Agency Integration Roundtable (AIR) Meeting
11/01/04	Wave 2 – General Assembly Approval
11/25/04	Wave 3 – Effective Date of Transition
12/01/04	Wave 3 – General Assembly Approval

Wave 1 Agencies

DSS / CSA
DOC
DCR / CPFF
ABC
VDH / VDA
DMHMRSAS

Wave 2 Agencies

DMV
VDACS
DGIF
DEQ

Wave 3 Agencies

DCE
DRS / VBPD / DBVI / VDDHH / VOPA
VEC
TAX
DJJ
VSP
DGS

* Final deliverables for: DMHMRSAS due 8/30; VDACS 9/27; DEQ 9/30; VSP and DGS 10/25.